



Town of Groton, Connecticut

Meeting Agenda

Town Council

45 Fort Hill Road
Groton, CT 06340-4394
Town Clerk (860)441-6640
Town Manager (860)441-6630

Mayor Harry A. Watson, Councilors Peter J. Bartinik, Jr., Natalie Burfoot Billing, Heather Sherman Bond, Catherine Kolnaski, Frank O'Beirne, Jr., Paulann H. Sheets, Thomas J. Skrmetti, and Elissa T. Wright.

Tuesday, December 21, 2004

7:30 PM

Town Hall Annex - Community Room 1

REGULAR MEETING

I. ROLL CALL

II. SALUTE TO THE FLAG

III. RECOGNITION, AWARDS & MEMORIALS

IV. CITIZENS' PETITIONS, COMMENTS AND CONCERNS

This is the portion of the Council Agenda where the Council welcomes comments from citizens. Each presentation should be limited to ten minutes or less, and citizens should, if possible, submit written comments. Presentations should be related to matters pertinent to Groton. Town Councilors will only ask questions in order to clarify the speaker's presentation and can respond during the Responses to Citizens' Petitions portion of the Town Council meeting. Citizens should make their presentations from the lectern and state their names and addresses for the record.

V. RESPONSES TO CITIZENS' PETITIONS, COMMENTS AND CONCERNS

VI. CONSENT CALENDAR

All matters listed under Item VI (Consent Calendar) are considered to be routine and will be enacted by one motion. No separate discussion of these items will take place, unless cause is shown prior to the time Council votes on the motion to adopt.

a. Approval of Minutes

2004-0339 Approval of Minutes (Town Council)

Resolution - Consent

RESOLUTION ACCEPTING TOWN COUNCIL MINUTES

RESOLVED, that the minutes of the Town Council of December 7, 2004 are hereby accepted and approved.

b. Deletions from the Town Council Referral List

2003-0256 Eastern Regional Tourism District - Appointment

Referral

2004-0319 Town Clerk Compensation

Referral

2004-0336 2005 Rates for Shennecossett Golf Course

Referral

2004-0338 Job Descriptions for Police Department

Resolution

c. Special Trust Fund Contributions

2004-0335 Special Trust Fund Contributions

Resolution - Consent

RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS

RESOLVED, that the Town Council hereby accepts contributions to the Town as follows:

Various Donations - \$192.00 - Groton Utilities Energy Assistance Program

Various Donations - \$8.50 - Recreation Discretionary

Patti Andersen - \$40.00 - Social Services Discretionary
 Anonymous - \$100.00 - Social Services Discretionary
 Mary Bosko - \$55.00 - Social Services Discretionary
 Groton Post Office - \$275.00 - Social Services Discretionary
 Lawncrest Apartments - \$1,000.00 - Social Services Discretionary
 Jean Murray - \$50.00 - Social Services Discretionary
 Mystic Rotary - \$30.00 - Social Services Discretionary
 Old Mystic Baptist Church - \$120.00 - Social Services Discretionary
 Pfizer Inc - \$2,000.00 - Social Services Discretionary
 Richard and Glenn Ross and Harriet Macdonald - Social Services Discretionary
 S. B. Butler Elementary School - \$85.00 - Social Services Discretionary
 Robert & Renate Schneider - \$25.00 - Social Services Discretionary
 Charity & Relief Lodge 72 R.H. Barrows Charity Fund - \$100.00 - D.A.R.E.

VII. COMMUNICATION REPORTS (Other than Committee Reports)

- a. Town Councilors**
- b. Representative Town Meeting**
- c. Clerk of the Council**
- d. Town Manager**
- e. Town Attorney**

VIII. COMMITTEE REPORTS

- a. Community & Cultural Development - Chairman Billing**
- b. Economic Development - Chairman Bond**
- c. Education/Health & Social Services - Chairman Kolnaski**
- d. Environment & Recreation - Chairman Sheets**
- e. Finance - Chairman Wright**
- f. Personnel/Appointments/Rules - Chairman O'Beirne**
- g. Public Safety - Chairman Skrmetti**
- h. Public Works - Chairman Bartinik**
- i. Committee of the Whole - Mayor Watson**

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

2003-0256 Eastern Regional Tourism District - Appointment

Referral

RESOLUTION APPOINTING NANCIE KEENAN TO THE EASTERN REGIONAL TOURISM DISTRICT

RESOLVED, that Nancie Keenan is appointed as the Town of Groton's representative to the Eastern Connecticut Regional Tourism District, to serve until replaced by the Town Council.

Legislative History

9/17/2003

Mayor

Referred

Town Council Committee of the W

9/23/2003	Town Council Committee of the Whole	Referred	Town Council Personnel/Appointr
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9/23/2003	Town Council Committee of the Whole	Discussed	
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Town Manager Oefinger noted that Rita Schmidt has resigned as the Town's representative for the Eastern Regional Tourism District. He has received three names of potential candidates to fill the vacancy: John McGee, Nancy Keenan, and Stan Mickus. The Manager asked the Committee if they wanted to identify a process for choosing a representative. Mayor O'Beirne suggested that this item should be considered in Group I. Councilor Watson asked if the appointment has to be a Groton resident and the Town Manager stated he would check. Personnel/Appointments Committee members indicated they would like to talk to each candidate individually.

10/7/2003	Town Council Personnel/Appointments/Rules /Legislation Committee	Discussed	
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1/13/2004	Town Council Personnel/Appointments/Rules /Legislation Committee	Not Discussed	
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2/24/2004	Town Council Personnel/Appointments/Rules /Legislation Committee	Discussed	
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10/12/2004	Town Council Personnel/Appointments/Rules /Legislation Committee	Discussed	
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10/26/2004	Town Council Personnel/Appointments/Rules /Legislation Committee	Discussed	
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11/23/2004	Town Council Personnel/Appointments/Rules /Legislation Committee	Discussed	
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12/14/2004	Town Council Personnel/Appointments/Rules /Legislation Committee	Recommended for a Resolution	
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2004-0319	Town Clerk Compensation		Referral
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RESOLUTION ADOPTING TOWN CLERK 'S COMPENSATION

RESOLVED, that the Town Clerk shall receive a 3% increase in salary effective January 1, 2005 which effectively increases her salary from \$75,931 to \$78,209.

Legislative History

11/2/2004	Mayor	Referred	Town Council Committee of the W
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11/23/2004	Town Council Committee of the Whole	Discussed	
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Councilor Sheets requested written information on the increase in revenues in the Town Clerk's Office in the last year. Councilor Skrmetti would like to agree in executive session what the evaluation procedure will be and what is public information versus private.

12/14/2004	Town Council Committee of the Whole	Motion	
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to enter executive session at 8:40 p.m. to discuss 2004-0319 Town Clerk Compensation and invite Town Clerk Barbara Tarbox to attend

12/14/2004	Town Council Committee of the Whole	Recommended for a Resolution	
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The executive session concluded at 9:10 p.m.

12/14/2004	Town Council Committee of the Whole	Motion	
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to recommend for resolution a 3% increase in the Town Clerk's compensation

2004-0336

2005 Rates for Shennecossett Golf Course**Referral****RESOLUTION SETTING 2005 RATES FOR THE SHENNECOSSETT GOLF COURSE**

WHEREAS, the Town of Groton's Shennecossett Golf Course operates as an enterprise fund, apart from the Town's general fund budget, and

WHEREAS, the Shennecossett Enterprise Fund is intended to have a balanced budget, and

WHEREAS, the Parks and Recreation Department has proposed an increase of 3%, while the Groton Parks and Recreation Commission has recommended an 8% increase in fees, and

WHEREAS, the Town Council has considered the economic choices between obtaining increased revenue through higher fees, which could yield reduced volume of business, compared to a smaller fee increase which is more likely to prevent a loss of business, and

WHEREAS, the Town is awaiting receipt of a comprehensive management study on the golf course, and

WHEREAS, the Town Council may raise or lower rates during the coming year in order to implement new policies or to correct fiscal imbalances, now therefore be it

RESOLVED, that the rates for the year 2005 shall be the rates as proposed by Golf Course staff.

Legislative History

12/9/2004	Mayor	Referred	Town Council Committee of the W
12/14/2004	Town Council Committee of the Whole	Recommended for a Resolution	

Town Manager Oefinger explained that there are two rate scenarios: 8% recommended by the Parks and Recreation Commission; and 3% recommended by staff. The study of the golf course has not yet been completed.

12/14/2004	Town Council Committee of the Whole	Motion
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to recommend for resolution a 3% increase in the 2005 rates for Shennecossett Golf Course.

The Town Manager explained the difference in recommendations could be attributable to the Parks and Recreation Commission's desire to minimize the budget gap; however, an 8% increase may scare people away. Councilor Billing expressed comfort with either percentage rate, but suggested that the non-resident rates be increased. Councilor Bartinik noted it is a judgment call to balance rates with the potential number of players. He feels that higher rates will scare people away.

A motion was made by Councilor Billing, seconded by Councilor Sheets, to amend the motion to recommend for resolution a 5% increase in the 2005 rates for Shennecossett Golf Course.

Councilor O'Beirne objected to pulling a number out of the air. Councilor Bond asked if the rates could be reduced based on the findings of the management study. It was noted that seasonal rates would have to stay the same if any changes were made to the rates mid-season.

The motion failed by the following vote:

In Favor: 3 - Councilor Billing, Councilor Bond, and Councilor Skrmetti

Opposed: 5 - Councilor Sheets, Mayor Watson, Councilor Bartinik, Councilor Kolnaski, and Councilor O'Beirne

2004-0338

Job Descriptions for Police Department**Resolution****RESOLUTION APPROVING JOB DESCRIPTIONS FOR THE GROTON TOWN POLICE**

WHEREAS, many job descriptions for the Groton Town Police Department have not been updated

and revised for approximately thirty years, and

WHEREAS, the Human Resources Division and the Chief of Police have thoroughly reviewed their job descriptions to conform to current requirements such as motor vehicle and weapons qualifications, and

WHEREAS, our emphasis on Community Policing requires the inclusion of police duties relating to their extensive public contacts, and

WHEREAS, it is important to conform these job descriptions to long-standing provisions of our collective bargaining agreements, now therefore be it

RESOLVED, that the Town Council approves the following Job Descriptions:

Police Chief
Assistant Chief of Police
Police Captain
Training Lieutenant
Detective Lieutenant
Lieutenant
Police Sergeant
Detective Sergeant
Detective
Youth Officer
Patrol Officer
Animal Control Officer

Legislative History

12/14/2004	Town Council Personnel/Appointments/Rules /Legislation Committee	Recommended for a Resolution
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XI. OTHER BUSINESS

XII. ADJOURNMENT